

UTAH DEPARTMENT OF HEALTH

OFFICE OF VITAL RECORDS AND STATISTICS APPLICATION FOR CERTIFIED COPY OF A DEATH CERTIFICATE

Certificates for deaths that occurred in Utah since 1905 are on file in this office.

WARNING: It is a criminal violation to make false statements on vital records application forms or to fraudulently obtain a birth certificate. Punishment may include a civil penalty of up to \$5,000.00 and up to five years in prison. Utah Code, Sections 26-23-5, 26-23-5.5 and 26-23-6.

Vital records validation
only

INSTRUCTIONS

1. An application must be completed for each decedent.
2. There is a fee of \$13.00 for each search of our files. Additional certified copies of this record ordered at the same time are \$8.00 each.
3. Send the completed application and required fee to Office of Vital Records and Statistics, 288 North 1460 West, Box 141012, Salt Lake City, Utah 84114-1012.
4. If the applicant does not respond to a written request from Vital Records within 90 days, Vital Records may retain all monies paid.

IDENTIFYING INFORMATION

FULL NAME OF DECEASED _____ SOCIAL SECURITY NO _____
DATE OF DEATH _____ (If not known, specify years to be searched) _____
PLACE OF DEATH (City) _____ (County) _____
BIRTHPLACE OF DECEDENT (State or County) _____ DATE OF BIRTH OF DECEDENT _____
USUAL RESIDENCE OF DECEDENT (City & State) _____
FULL NAME OF FATHER _____
FULL MAIDEN NAME OF MOTHER _____
IF DECEASED WAS MARRIED, NAME OF SPOUSE _____

APPLICANT

RELATIONSHIP: I am: (Please circle one) Mother Father Sibling Spouse Child Grandparent Grandchild
Other (Specify) _____

If other, reason for requesting certificate: _____

Your Signature _____ Date _____

Printed Name _____ Telephone Number _____

Your Address _____
(City, State & Zip)

NUMBER OF CERTIFIED COPIES REQUESTED

_____ 1st Certified Copy \$ 13.00 +

_____ Additional Certified Copies (\$8.00 each) \$ _____

(If this order is to be mailed, please **PRINT** the name and mailing address below)

TOTAL FEE \$ _____

For OFFICE USE ONLY (do not write below)

PAID: Check Cash Money Order Credit Card

Clerks Initials _____

Vital Records Label Only

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OFFICE OF VITAL RECORDS AND STATISTICS

FEE SCHEDULE 2003

Fees Effective
July 1, 2003

Search and issuance of certified copy of certificate of **birth**,
Voluntary Declaration of Paternity or certificate of search 1905 - present:

Five years centered on requested year: \$ **15.00**
Each additional five-years: \$ **15.00**

Search and issuance of certified copy of certificate of **stillbirth**: \$ **12.00**

Heritage Birth Certificate: \$ 22.00

Search and issuance of certified copy of certificates
of **death, fetal death** or certificate of search 1905 - present: \$ **13.00**

Burial Transit Permit \$ **5.00**

Search **Paternity Registry** \$ 9.00

Certification of **divorce or marriage (1978-2002)**
(abstract of information only) \$ 9.00

Amendments to correct information after one year of event
or **court order** changes to vital records: \$ 20.00
(includes one certified copy)

Registration and/or preparation and certified copy of
delayed birth or stillbirth certificate, a new birth certificate
after **adoption, legitimation, or adjudication of**
paternity (includes one certified copy): \$ 40.00

Duplicate copies requested with initial search: \$ **8.00**

Expedite fee for same day service \$ 10.00
(Mail and credit card phone orders only)

SPECIAL HANDLING FEES (in addition to the fees listed above)

Death certificate replacement fee \$ **1.00**
(Per copy within 90 days)

Credit card orders (phone only: 801-538-6380) \$ 15.50
(This includes an expedite fee for same day service and Vital Check Fee)

Express Mail or Federal Express handling Current
(according to the type of service requested) Fee

**If the applicant does not respond to a written request from Vital Records within
90 days, Vital Records may retain all monies paid.**